

June 24, 2011

To: Executive Board

Subject: **Contract Amendment – Transit Services – Pomona Facility
(Agreement No. 06-024)**

Recommendation

Authorize the Executive Director to execute an amendment to Agreement No. 06-024 with First Transit, Inc. for transit operations and maintenance services at Foothill Transit's Pomona facility changing the contract end date from February 3, 2012 to December 31, 2011.

Analysis

First Transit, Inc. currently provides operations and maintenance services for 170 buses operating out of Foothill Transit's facility in Pomona. All of the optional extensions of the contract have been exercised, and the current agreement is scheduled to terminate on February 3, 2012.

At the May 27, 2011 Executive Board meeting, the Board authorized the Executive Director to exercise the Termination for Convenience Clause on Agreement No. 06-024 with First Transit to better align contract start and end dates with Foothill Transit's fiscal year. Upon further consideration it has become apparent that amending the existing agreement to facilitate the revised end date is a more efficient approach. The tentative procurement timeline for a new operations and maintenance contract at Foothill Transit's Pomona operations and maintenance facility remains as follows:

<u>Event</u>	<u>Date</u>
Issuance of RFP	June 29, 2011
Proposals due 4:00 p.m. PDST	August 31, 2011
Interviews and discussions	September 28-29, 2011
Best and Final Offers due	October 7, 2011
Contract negotiations with highest ranked Proposer	October 19-20, 2011
Contract award by Foothill Transit Executive Board and authorization to execute contract	October 28, 2011
Transition and start-up	November 7, 2011 – December 31, 2011
Commencement Date	January 1, 2012

This schedule will provide time for execution of final contract documents and transition to the delivery of service under the new contract.

Executive Board Meeting – 6/24/11
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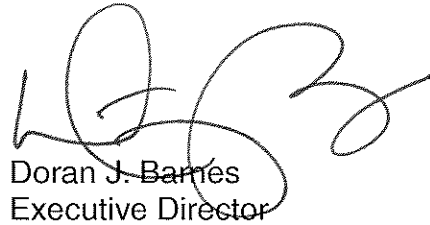
Budget Impact

Funds have been included in the Fiscal Year 2012 Business Plan for maintenance and operations and will also be included in future year plans.

Sincerely,



Gary K. Nehls
Director of Procurement



Doran J. Barnes
Executive Director